

Discovery High School

Governing Board Meeting Minutes 1-11-2022

The following members were present:

Carol Fulks	Executive Director/Treasurer
Nancy Daley	Community Member
Charlotte Butler (acting chair)	Community Member
John Taylor	Community Member
Doretha Tillman	Community Member
Mary Pulse	Secretary

Charlotte Butler welcomed everyone and called the meeting to order at 8:31 AM.

Minutes

A motion was made by Nancy Daley to accept the 10/12/21 minutes as written. John Taylor seconded the motion. The motion was passed by unanimous vote.

Treasurer's Report

George Miarecki, CPA, reviewed the financial statements with the Board line item by line item.

Miarecki said the assets are very solid and we are already putting away money for June payroll since we do not receive any money from the state in June.

Mr. Miarecki said the FFE loan to DALA should be paid off in two years.

Mr. Miarecki said we should have 66% left in construction budget and we have 63%. We should have 61% in administrative costs left and we have 58%.

Mr. Miarecki said Food Services has \$91,000 in savings and is looking to purchase new equipment. We will most likely continue to contract out to SLA Management since it makes more financial sense.

Mr. Miarecki presented the formal audit results to the board and a vote was taken to approve the audit results. Nancy Daley made the motion to accept the audit and John Taylor seconded the motion. The motion was passed by a unanimous vote.

Board Approved

3-8-2022
Date

President's Report

Carol Fulks stated the current enrollment for Discovery High School is at 856 students. There are 249 9th graders, 213 in 10th grade, 208 in 11th grade and 186 in 12th grade as of 1/10/22.

There are 131 on the waitlist and most of those students are 9th graders. We have no openings at the current time for additional 9th graders.

Mrs. Butler asked what the target enrollment number was and Mrs. Fulks said 925.

Open Enrollment is being held from 1/15/22 – 1/31/22. Mrs. Daley asked if we market our open enrollment. Mr. Jemison said we send flyers to middle schools in Polk County as well as update Open Enrollment information on the DHS Facebook page.

Nancy Daley said she would post something on the Lake Alfred Facebook page about Open Enrollment at DHS.

Mrs. Fulks then presented the personnel actions. Charlotte Butler made the motion to accept the Personnel Actions and Nancy Daley seconded the motion. The motion was passed by a unanimous vote.

Old Business

Mr. Jemison gave a Title 1 update. He said they are prepping for 2nd semester meetings with parents and counselors.

There was a discussion from the previous board meeting (10/12/21) regarding the Board Members Responsibilities & Bylaws. A vote was not needed as this was an informational discussion only.

Mrs. Butler said on page 2 of the Bylaws, it states the board is supposed to review insurance information and we've never done that before. Mrs. Fulks said we will begin to do this with the August, 2022 meeting in preparation for the new school year. Our current policies do not begin until that time.

New Business

Mrs. Fulks discussed the new Bereavement Policy that each employee would receive up to 2 days off for family bereavement purposes.

Mrs. Butler asked if the 2 days include the actual funeral day? Mrs. Daley asked if we need more specific information from an employee before granting an approval on the 2 days and how they will be spent.

Mrs. Fulks said the intent was for the 2 days to include attendance of the funeral.

A vote was taken to establish a Bereavement Policy at Discovery High School. Nancy Daley voted to approve and Charlotte Butler seconded the motion. The motion was passed by a unanimous vote.

Mrs. Fulks discussed the new Teacher Salary Schedule for extra work time. The rate will be \$25.00 per hour for a Bachelor's Degree, \$27.00 per hour for a Master's Degree and \$29.00 per hour for a Specialist Degree/Doctorate Degree.

Mrs. Butler wanted to confirm that this was above the PCSB rate and it is.

A motion was made by John Taylor to approve the new Teacher Salary Schedule for extra work time, Nancy Daley seconded the motion and a unanimous vote passed the motion.

Mrs. Fulks introduced the Premium Pay Policy and explained how this will work for employees. The new policy will pay an additional \$1000 per year (divided over 2 paychecks in January and June) for the 2021-2022, 2022-2023 and 2022-2024 school year. The money is received from the ESSER3 grant from the state due to the COVID pandemic and its effect on schools and staff.

Darryl Jemison said it should be for all employees since everyone is an essential worker to the success of the school.

Mrs. Daley also asked if this was prorated?

Mrs. Fulks explained that yes, it is prorated and breaks down to \$100 month. If an employee only worked for DHS for 7 months, they would receive \$700 for the year.

Mrs. Butler asked how we received the grant, was it something we applied for and Mr. Miarecki replied that yes, we applied to get the grant.

Nancy Daley made a motion to pass the Premium Pay Policy for all employees, John Taylor seconded the motion and it was passed unanimously.

Board Member Report

The board members thanked Mrs. Fulks for the wonderful Christmas gift basket.

Mr. Jemison asked if there can be some kind of COVID policy for staff. He said that there are currently 5 teachers out with COVID and he fears if the time off is without pay they will return and end up infecting other staff members and students.

Nancy Daley asked if we had a vaccination policy and Mrs. Fulks replied we are not allowed.

Kevin Warren said PCSB is enforcing a 10-day quarantine and the CDC recommends 5 days.

Nancy Daley proposed a 5-day paid COVID sick leave policy. Charlotte Butler made a motion to approve the new policy, Nancy Daley seconded the motion and it was approved unanimously.

The meeting was adjourned by Charlotte Butler at 9:23 AM

Next Meeting: March 8, 2022
8:30 AM in the Discovery Academy
of Lake Alfred Media Center